MINISTRY OF EDUCATION

Report of the Burnham Committee on Scales of Salaries for Teachers in Technical Colleges and Institutes, Art Colleges and Schools

ENGLAND AND WALES

August, 1945

LONDON: HIS MAJESTY'S STATIONERY OFFICE
1945
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MINISTRY OF EDUCATION

Report of the Burnham Committee

representative of Local Education Authorities and Associations of Teachers on

Scales of Salaries for Teachers in Technical Colleges and Institutes, Art Colleges and Schools

maintained by Local Education Authorities

ENGLAND AND WALES

August, 1945

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1945

TABLE OF CONTENTS

Section		*Page*
1–2	Introductory Note	3
3	Institutions covered by the Report	4
4	Scales for Assistants	4
5	Allowances over and above scale salary	5
6–7	Scales for Senior Assistants	6
8–9	Heads of Departments	7
10	Principals	8
11	Additional payments for teachers in the "London Area"	8
12	Qualifications entitling a teacher to be classed as a Graduate	9
13	Correct Position	11
14	Withholding of increments	12
15	Incremental date	12
16	Salaries of "Existing Teachers"	12
17	Duration of the Scales	13
18	Committee of Reference	13

	Letter from Lord Soulbury forwarding a copy of the Report to the Minister of Education	14
	Minister's reply to Lord Soulbury	14

Appendices		
I	Service recognised for the purposes of increments	15
II	War service recognised for the purposes of increments	16
III	Approved study and/or training	17
IV	Scale salary for each year of service	19
	INDEX	20

SCALES OF SALARIES FOR TEACHERS IN TECHNICAL COLLEGES AND INSTITUTES, ART COLLEGES AND SCHOOLS

To the Right Honourable
The Minister of Education.

MADAM,

1. (*a*) The Standing Joint Committees on Scales of Salaries for Teachers, later to become known as the Burnham Committees—(i) Elementary, (ii) Secondary, (iii) Technical—were originally set up following a meeting of representatives of Local Education Authorities and Teachers convened by the President of the Board of Education on the 12th August, 1919. The Committees were reconstituted on 3rd April, 1944, to meet the requirements of the Education Bill then before Parliament. In view of the fact that the term elementary education would disappear, and that education would be redefined by stages instead of by types, it was considered that the Burnham machinery should be adapted in good time to conform to the new conditions. Those conditions involved

(i) the need for a closer integration of the teaching profession corresponding to the closer integration in future of the educational system; and

(ii) the desirability of simplifying so far as practicable the present Burnham machinery.

It was, therefore, decided that in future there should be two Burnham Committees, one Committee (Burnham Main Committee) to deal with the salaries of teachers in Primary and Secondary Schools and County Colleges, the other (Burnham Technical Committee) with the salaries of teachers in Technical, including Commercial and Art, Colleges and Schools. The recommendations of the Burnham Technical Committee were to be transmitted through the Main Committee, who would thus be afforded the opportunity of adding any comments or considerations that they might wish to put forward.

The Technical Committee was reconstituted as follows:

Local Education Authorities' Panel:

The County Councils Association	4
Association of Municipal Corporations	3
Association of Education Committees	3
London County Council	2
Federation of Education Committees (Wales and Monmouthshire)	1
	13

Teachers' Panel:

Association of Principals of Technical Institutions ...	2
Association of Teachers in Technical Institutions	6
National Society of Art Masters	2
National Federation of Continuative Teachers	1
National Union of Teachers	2
	13

(*b*) The Committee formulated Scales of Salaries for Teachers in Technical Colleges and Institutes, Art Colleges and Schools, which were transmitted to Mr. Butler through the Burnham (Main) Committee on 28th February, 1945. The Scales were transmitted without comment, the Main Committee having no considerations which they desired to put forward. Approval of the Scales under Section 89 (1) of the Education Act, 1944, was communicated to Sir Henry Pelham in Mr. Butler's letter of 21st March, 1945, in which Mr. Butler noted that "certain points regarding the detailed application of the scales to individual teachers are under consideration and will be dealt with in the full Reports now in course of preparation."

2. The Committee now submit through the Burnham (Main) Committee their full Report, which includes provision for the detailed application of the Scales to individual Teachers.

3. This Report applies to teachers who are employed in full-time service exclusively in that capacity in Technical (including Commercial) Colleges and Institutes,(1) Art Colleges and Schools, maintained(2) by a Local Education Authority. The Committee recommend that the Scales shall be applicable also to full-time teachers employed in assisted(2) Institutions. The Scales do not apply to teachers employed in those Departments of a Technical College or Institute, Art College or School, which are administered under the Ministry's Primary and Secondary Schools (Grant Conditions) Regulations, 1945.

SCALES FOR ASSISTANTS

4. (*a*) The following scales shall apply:—

Men			Women		
Minimum	Annual Increment(3)	Maximum	Minimum	Annual Increment(3)	Maximum
£ 300	£ 15	£ 525	£ 270	£ 12	£ 420

The Scales are set out in full in Appendix IV.

Additions to the Scales

(*b*) *Additions for Training.* For teachers who have spent three years in approved study and/or training,(4) both the minimum and the maximum of the appropriate scale shall be increased by the amount of one increment. For teachers who have so spent four years the minimum and the maximum shall be increased by the amount of two increments. For teachers who have so spent five years or more the minimum and the maximum shall be increased by the amount of three increments.

(1) The term "Institute" connotes also an "Evening Institute," in which one or more full-time teachers, including the Principal, are employed.

(2) The terms "maintained" and "assisted" have the meanings assigned to them in Section 114 (2) of the Education Act, 1944.

(3) Annual increments accrue on completion of years of service recognised for the purposes of Section 13 of this Report. With regard to adjustment of salaries to a uniform incremental date, see Section 15.

(4) See Appendix III.

(*c*) *Additions for Graduate Teachers.* For Graduates the minimum of the appropriate scale shall be increased (or, in the case of teachers qualifying for the additions under Sub-section 4 (*b*) above shall be further increased) by the amount of one increment, and the maximum shall be increased (or further increased) by the amount of two increments. These additions shall not, however, be given during any period in respect of which the teacher is in receipt of an allowance under the terms of Section 5 (*a*) below.

For the purposes of this Section a Graduate Teacher is a teacher who possesses a University degree([5])([6])([7]) or equivalent academic or professional qualifications (see Section 12), or who has been placed on the Graduate Scale under the terms of Sections 8, 9 or 10 of the 1920 and 1927 Secondary Reports of the Burnham Committee or the corresponding Sections of the Technical Reports of 1921 and 1927.

Allowances over and above Scale Salary

5. (*a*) For Assistants there shall be special posts in respect of which allowances over and above the Scale Salary shall be granted for special responsibility, special work of an advanced character, special academic, professional or industrial qualifications, or other circumstances which in the opinion of the Authority justify an addition to the scale. The allowances shall not be applied so as in effect to alter the operation of the Scales.

For each Local Education Authority area the number, value and distribution of such posts shall be decided by the Authority in agreement with the Minister, subject to the following conditions:—

(i) The number of posts for any year shall be 20 per cent.([8]) of the number of full-time Assistants, Senior Assistants, and Heads of Departments employed on 1st April of that year([9]) in Colleges, Institutes, and Schools to which this Report applies; provided that where it is considered desirable for the better organisation of its Colleges, Institutes, and Schools,

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([5]) This term is deemed for salary purposes to include degrees of:—

(*a*) English, Welsh, Scottish, Irish, Dominion and Colonial Universities.

(*b*) St. David's College, Lampeter.

(*c*) Other Universities, provided that the standard of the degree approximates to that of an English University. In the case of such degrees, reference should in the first instance be made to the Ministry of Education.

([6]) Teachers who have passed the requisite final examination and complied with the other conditions for the award of a degree are classed as Graduates for salary purposes even though the degree has not been conferred upon them by the University.

([7]) The holders of the following qualifications are not classed as Graduates for salary purposes:—

(*a*) L.L.A. (St. Andrews).

(*b*) B.ès. L. or B.ès Sc. of a French University.

([8]) In allocating this proportion of Special Posts, account has been taken of the fact that in most Colleges and Institutes a considerable share of the teaching is taken by part-time staff—the organisation of which often places special responsibilities upon members of the full-time staff.

([9]) For this purpose Assistants in full-time employment who spend three-quarters or more of their time in service in Institutions to which this Report relates shall be deemed to be in full-time service in these Institutions. Assistants who spend one-quarter but less than three-quarters of their teaching service in these Institutions shall be treated for the purpose of this Section as if two such Assistants were equivalent to one full-time Assistant. Assistants who spend less than one-quarter of their time in Institutions to which this Report relates shall be ignored.

an Authority may be allowed to maintain a margin of 1 per cent. above or below 20 per cent. at any period during the year.([10])

(ii) The amounts of the allowances shall be—

For Men: not less than £50 per annum; not more than £100 per annum.

For Women: not less than £40 per annum; not more than £80 per annum.

(iii) Where the Local Education Authority consider in any particular case that an allowance of £100 in the case of a man or £80 in the case of a woman is not adequate, having regard to the duties and responsibilities involved, the Authority may make representations to the Minister with a view to securing such addition thereto as the Minister shall approve.

(*b*) Teachers who on 31st March, 1945, were in receipt of an allowance under Section 4 (3) (*a*) of the 1921 Technical Report of the Burnham Committee shall, so long as they remain on the staff of the College, Institute, or School, continue to receive an allowance over and above scale salary at a rate not less than that received on 31st March, 1945.

SCALES FOR SENIOR ASSISTANTS

6. (*a*) A "College" Establishment of Senior Assistantships in respect of work of University standard shall be determined annually by the Local Education Authority in agreement with the Minister.

It is a recommendation to Local Education Authorities that, in determining the number of such posts, they shall take for their general guidance the presumption that, as a minimum provision, one such post will be required in respect of each unit of 50 full-time students([11]) who have attained the age of 17 years([12]), and who belong to one or more of the categories named in Sub-section (*b*) of this Section.

It is further recommended that, where the number of such full-time students([11]) exceeds 50, or a multiple thereof by 26 or more, it shall be treated for the purpose of this Section as if it were the next higher multiple of 50.

(*b*) Students approved for the purpose of Sub-section (*a*) of this Section shall be those belonging to one or more of the following categories:—

(i) Students preparing for([13]) University Degrees, Higher National Diplomas, Higher National Certificates, and such other degrees, diplomas and certificates as may be determined by the Burnham (Technical) Committee on the recommendation of the Reference Committee to be of like standard.

(ii) Full-time College Diploma Students.

(iii) Students preparing for certain Examinations for corporate membership of professional societies, being those qualifications which are recognised from time to time by the Burnham (Technical) Committee as equivalent to a degree.

([10]) The Committee recommend that in deciding upon their annual distribution of special posts Local Education Authorities should reserve a proportion of such posts for those men and women teachers who may be expected to be reinstated in their employment after a period of war service or other form of national service.

([11]) For the purpose of this Section two part-time students who have attained the age of 18 years shall be reckoned as the equivalent of one full-time student.

([12]) This is a temporary provision for the period during which war conditions prevail. The age of 17 years for a full-time student is inserted because the normal age of 18 years for admission to University courses has been lowered for the time being on account of military requirements.

([13]) For this purpose the preparation for the Intermediate examination for a degree shall be regarded as preparation for a University Degree, Higher National Diploma or Higher National Certificate or other qualification determined by the Burnham (Technical) Committee to be of like standard.

(*c*) The number of Senior Assistantships to be allowed on the establishment of a College, Institute or School shall be determined annually for the following academic year([14]) according to the number of approved students as defined by Sub-section (*b*) of this Section, who, having attained the age of 17 years in the case of a full-time student and 18 years in the case of a part-time student, are in attendance at the opening of the Spring term, that is, the term next following January 1st; provided that the number of such posts, when once determined, shall not be diminished until a vacancy occurs by resignation or otherwise.

7. The Scales of Salaries for Senior Assistants are as follows:

Men			Women		
Minimum	Annual Increment	Maximum	Minimum	Annual Increment	Maximum
£ 600	£ 25	£ 750	£ 480	£ 20	£ 600

The Scales are set out in full in Appendix IV.

Addition to the Scales

For Senior Assistants who have spent three years in approved study and/or training([15]) both the minimum and the maximum of the appropriate scale shall be increased by £15 in the case of men and £12 in the case of women. For Senior Assistants who have so spent four years, the additions shall be £30 and £24 respectively. For Senior Assistants who have so spent five years or more the additions shall be £45 and £36 respectively.

HEADS OF DEPARTMENTS

8. (*a*) The recognition of a group of classes as a Department and the grading of such Department shall be determined by the Local Education Authority in agreement with the Minister, after consideration of the numbers of full-time and/or part-time teachers and students, and of the character and quality of the work. A group of classes will not be recognised as a Department unless a substantial amount of higher work is carried on in the Department. Higher work for this purpose is defined as work reaching one of the following standards:—

(i) Senior full-time Courses.

(ii) Senior part-time Courses.

(iii) Intermediate Examination for a Degree.

(iv) Final Grade of the subjects set out in the Programme for the City and Guilds of London Institute.

(*b*) Subject to (*a*) above, the Head of a Department will be a teacher who is responsible to the Principal for the organisation and conduct of the work in a subject or group of subjects. If the subject involves practical work, the Head of the Department will be responsible to the Principal for the working of the laboratories, care of apparatus, requisitioning of stores, etc.

([14]) In respect of the financial year 1945-46 teachers who were in service on 31st March, 1945, and who are placed on the College Establishment for Senior Assistants as from the opening of the Academic year 1945-46 shall be paid on the scale for Senior Assistants from 1st April, 1945.

([15]) See Appendix III.

9. Scales of Salaries of Heads of Departments will depend upon a number of criteria arising from the importance and standard of work, numbers of students both full-time and part-time. There shall be four grades of Departments carrying salaries as follows:—

Grade	Men			Women		
	Minimum	Annual Increment	Maximum	Minimum	Annual Increment	Maximum
	£	£	£	£	£	£
(i)	600	25	750	480	20	600
(ii)	750	25	850	600	20	680
(iii)	900	25	1,000	720	20	800
(iv)	Over £1,000: Scale in each case to be determined in agreement with the Minister.			Over £800: Scale in each case to be determined in agreement with the Minister.		

The Scales are set out in full in Appendix IV.

Addition to the Scales

For Heads of Departments who have spent three years in approved study and/or training[16] both the minimum and the maximum of the appropriate scale shall be increased by £15 in the case of men and £12 in the case of women. For Heads of Departments who have so spent four years the additions shall be £30 and £24 respectively. For Heads of Departments who have so spent five years or more the additions shall be £45 and £36 respectively.

PRINCIPALS

10. The Committee recommend that Local Education Authorities shall forthwith review and adjust in agreement with the Minister, as from 1st April, 1945, the existing salaries or scales of salaries of Principals, and that in making such a review and adjustment of salaries or scales of salaries, the Authorities shall have regard to (*a*) the volume of full-time and part-time work; the importance and standard of work; the number and type of staff; and (*b*) the guidance which is afforded by the scales agreed upon for other posts under this Report.

It is further agreed by the Committee that, after this review has taken place, the Minister shall be requested to transmit the particulars thereof to the Committee who will re-examine the possibility of framing Standard Scales for Principals.

ADDITIONAL PAYMENTS FOR TEACHERS IN THE "LONDON AREA"[17][18]

11. (*a*) There shall be additional payments for teachers serving in the "London Area" as defined in Sub-section (*b*) below. Such payments shall be at the rate of £36 per annum, provided that as from the date on

[16] See Appendix III.

[17] The Committee have resolved that a special Sub-Committee be set up to consider and make recommendations as to whether additional payments ought to be made in respect of service in any area, and, if so, what matters should be taken into consideration in defining such areas and fixing the amount of the payment.

[18] Teachers serving in Colleges, Institutes and Schools situated outside the "London Area" as defined in Section 11 (*b*) are not eligible to receive the additional payments.

which the teacher has completed 16 years of full-time service in the "London Area" or elsewhere, or has attained the age of 37 years, whichever is the earlier, the rate shall be raised to £48 per annum.

(*b*) The following areas shall be deemed to constitute the "London Area":—

(i) The Administrative County of London.

(ii) The County of Middlesex.

(iii) In the County of Surrey:

(*a*) The County Borough of Croydon.
(*b*) The Borough of Richmond.
(*c*) The Borough of Barnes.
(*d*) The Borough of Wimbledon.
(*e*) The Borough of Mitcham.
(*f*) The Urban District of Merton and Morden.

(iv) In the County of Essex:

(*a*) The County Borough of East Ham.
(*b*) The County Borough of West Ham.
(*c*) The Borough of Barking.
(*d*) The Borough of Ilford.
(*e*) The Borough of Leyton.
(*f*) The Borough of Walthamstow.

(v) In the County of Kent:

(*a*) The Borough of Beckenham.
(*b*) The Borough of Bromley.
(*c*) The Urban District of Penge.

QUALIFICATIONS ENTITLING A TEACHER TO BE CLASSED AS A GRADUATE FOR THE PURPOSES OF SECTION 4 (*c*) OF THIS REPORT

12. The following qualifications shall be recognised as entitling a teacher to be classed as a Graduate for the purposes of Section 4 (*c*) of this Report:—

(*a*) Architecture—

Associateship of the Royal Institute of British Architects, if awarded after passing the Examination of the Institute, or an Examination accepted by the Institute as giving exemption from its own Examination.

(*b*) Art—

(i) The Art Teachers' Diploma, or the Teaching Certificate for Teachers in Schools of Art, issued by the Ministry of Education or the Board of Education under the provisions of Rules 109, or of Circular 1214, or—for teachers who have rendered meritorious service as teachers of Art, and who became Certificated Teachers College-trained not later than 1st August, 1923—the qualifications required for the Diploma or Teaching Certificate referred to above, without the completion of the prescribed course of professional training and the passing of an examination in the Principles of Teaching and School Management.

(ii) The London University Diploma in Fine Art (Slade School) provided

(*a*) that it has been endorsed under the provisions of Rules 109, or
(*b*) that the teacher—

(i) has passed the Examination in Drawing of the Ministry of Education or the Board of Education;

(ii) was not less than 19 years of age at the time of entry upon the course for the Diploma;

(iii) holds a qualification in preliminary general education satisfying the requirements of paragraph 2 of Rules 109.

(iii) The Diploma of Associateship of the Royal College of Art, provided that the teacher holds a qualification in preliminary general education satisfying the requirements of paragraph 2 of Rules 109.

(iv) The Full Associateship of the Royal College of Art.([19])

(v) The Art Master's Certificate, Group I,([19]) if awarded under the Rules of 1901 and subsequent years.

(vi) The Specialist Art Teachers' Diploma of the Edinburgh College of Art, with Certificate of Training at the Edinburgh Provincial Training Centre, obtained under the Scheme which came into force on 1st October, 1926.

(*c*) Modern Languages—

(i) French—

Licence ès Lettres.

Doctorat d'Université (with thesis written and sustained in French).

Doctorat d'Etat ès Lettres.

(ii) Other languages—

A qualification of equivalent standard to those recommended for French.

(*d*) Science and Technology

(i) Associateship of the Royal College of Science (London).

(ii) Associateship of the Royal College of Science (Ireland).

(iii) Associateship of the City and Guilds of London Institute.

(iv) Associateship of the Royal School of Mines.

(v) Whitworth Scholarship if gained between 1887 and 1922.

(*e*) Music—

(1) Graduate of the Royal Schools of Music (London).

(2) For students entering upon their courses at either of the Institutions not later than the Session 1929-30:—

Associateship of the Royal Academy of Music by examination;

Graduate of the Royal College of Music;

Licentiateship of the Royal Academy of Music with special Teaching Diploma of the Academy;

Associateship of the Royal College of Music with special Teaching Diploma of the College;

provided that

(i) at least three years after the age of 18 were spent in full time study at either the Royal Academy or Royal College of Music;

(ii) not later than the end of the first year of the Course the teacher passed the School Certificate Examination or an equivalent examination in General Education.

Note.—Holders of honorary distinctions of the Royal Academy and Royal College of Music (including the Associateship of the Royal Academy not by examination) will continue to be regarded as graduates for salary purposes if at a date not later than 31st December, 1929, they had approved teaching service in that status.

(*f*) Membership of Professional Societies—

Associateship of the Institute of Physics;

Associateship of the Royal Institute of Chemistry;

([19]) This is now awarded.

Provided in each case that the Associate has passed the Institute's Examination for Associateship or an examination accepted by the Institute as giving exemption from the Associate Membership Examination.

Associate membership of the following Institutions:—The Institution of Civil Engineers; The Institution of Mechanical Engineers; The Institution of Electrical Engineers;

Provided in each case that election to Associate membership has followed the passing of the Associate Membership Examination, or of an examination accepted by the Institution as giving exemption from the Associate Membership Examination.

Associate Membership of the Institution of Structural Engineers provided

(i) that election to Associate Membership has followed the passing of the Associate Membership Examination after 1st April, 1935, or of an examination accepted after that date by the Institution as giving exemption from the Associate Membership Examination; and

(ii) that the candidate has attained a standard of general education which would qualify him for admission to the studentship class of the Institution were he between the appropriate ages for this class.

The Pharmaceutical Chemist qualification (by examination) of the Pharmaceutical Society of Great Britain.

The Associateship, by examination (Parts I and II) of the Textile Institute.

(*g*) Miscellaneous—

The First Class Colliery Managers' Certificate if the holder has had three years' industrial experience after the age of 21 and has also obtained the Diploma of a Mining College recognised by the Board of Trade.

The Extra Master's Certificate of Competency of the Board of Trade by examination passed after 1st March, 1931, provided that service at sea equal to the minimum requirements of the Board of Trade Regulations for Master is reckoned as part of the qualification.

The Extra First Class Engineer's Certificate of Competency of the Board of Trade.

Qualifications obtained by Officers who have reached ranks in His Majesty's Forces promotion to which has followed a course of study or training which the Committee, in agreement with the Minister, accept as equivalent to courses of study resulting in the award of a degree.

Other industrial, commercial or professional qualifications and experience which are accepted by the Committee in agreement with the Minister.

CORRECT POSITION[20]

13. (*a*) In determining the correct position of a teacher on the Assistants' Scale at any time the following service shall be taken into account:—

(i) Service of the types and under the conditions set forth in Appendix I to this Report.

(ii) War service within the limits and under the conditions explained in Appendix II to this Report.

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[20] With regard to the adjustment of salary to a uniform incremental date see Section 15 of this Report.

(*b*) In determining the correct position of a teacher on the Senior Assistants' Scale

(i) the commencing salary shall be the minimum of the scale unless the salary applicable on the Assistants' Scale, including any allowances awarded under Section 5, exceeds this amount, in which case the teacher shall be appointed at the next higher point on the scale for Senior Assistants.

(ii) one increment of £25 shall be added to the minimum in respect of each completed year of full-time service in the status of Senior Assistant.

(*c*) In determining the correct position of a teacher on the Scale for Departmental Heads, regard shall be had to previous service in a like capacity.

WITHHOLDING OF INCREMENTS

14. No increment shall be withheld in respect of any year unless the service for that year has been declared unsatisfactory by the Local Education Authority. The effect of this provision shall be limited to one year unless the Local Education Authority otherwise determine.

INCREMENTAL DATE

15. (*a*) The Committee recommend all Local Education Authorities to adopt a uniform incremental date at 1st April. In adjusting salaries to that uniform incremental date the principle which applies is that teachers who remain continuously in service throughout the financial year should receive the same salary in respect of that year as though no uniform date were in force, but increments were given as from the date of completion of an integral number of years of service. In reckoning service for this purpose the number of odd days may be ignored or counted as one month according as it is or is not less than 15, i.e. the date of completion of a year's service may be taken to be the first of the month which is nearer to the actual date.

(*b*) The principle which applies to the calculation of salary in the case of migrants and of teachers discontinuing service and resuming it in the same area is that teachers of the same qualifications and the same amount of service at any particular time who are employed by the same Local Education Authority in similar conditions should have the same rate of salary. This rate is, therefore, determined by considering what salary an existing teacher would be receiving who had been continuously employed in the area and had the same service as the migrant at the date of appointment, excepting that when the salary of a teacher has been assessed for any financial year it is retained by the teacher for the remainder of the year even though he/she has subsequently a break in service, provided that he/she resumes service after the break in the area of the same Authority and in the same status.

SALARIES OF "EXISTING TEACHERS"

16. (*a*) No Teacher in service on 31st March, 1945, shall receive by reason of the operation of these scales a smaller rate of salary than he/she would have been eligible to receive under the operation of the Burnham Reports as in force on that date.

(*b*) For the purpose of this Section the rate of salary shall be computed by adding together (i) scale salary, (ii) war allowance, and (iii), while the teacher remains in the same post, any allowance paid to the teacher on 31st March, 1945, under previous Burnham Reports.

DURATION OF THE SCALES

17. The Scales in this Report come into force on 1st April, 1945, and shall continue in operation until 31st March, 1948.

COMMITTEE OF REFERENCE

18. There shall be appointed a Joint Committee of Reference, consisting of 10 members nominated by the representatives of Local Education Authorities on the Committee, and 10 members nominated by the representatives of the Teachers, and the Honorary Secretaries *ex officio*; to which Committee shall stand referred for consideration and report to the Burnham Committee any matter relating to the interpretation of the provisions of this Report brought forward by a Local Education Authority acting through the Authorities' Panel, or by any Association of Teachers acting through the Teachers' Panel, or by consent of the Chairman of the Burnham Committee.

We have the honour to be,

Madam,

Your obedient servants,

SOULBURY,
(*Chairman*).

W. A. BROCKINGTON
(*Authorities' Panel*)

A. E. EVANS
(*Teachers' Panel*)

(*Joint Hon. Secretaries.*)

29th August, 1945.

Letter from Lord Soulbury forwarding a copy of the Report to the Minister of Education.

31st August, 1945.

My Dear Minister,

In his letter of the 21st March, 1945, Mr. Butler informed Sir Henry Pelham, the Acting Chairman of the Burnham Committees, that he approved under the terms of Section 89 (1) of the Education Act, 1944, the Scales of Salaries submitted by the Committees for teachers in

(i) Primary and Secondary Schools;
(ii) Technical Colleges and Institutes, Art Colleges and Schools;

that he would be prepared to recognize for grant purposes expenditure incurred by Local Education Authorities in paying salaries in accordance with those scales; and that he further proposed by Order under Section 89 (1) of the Act to make provision to secure that the remuneration paid by Local Education Authorities to teachers should be in accordance with the scales. The scales so approved did not, however, include provision for their detailed application to individual teachers, and Mr. Butler took note of Sir Henry's intimation that these matters would be dealt with in full Reports to be transmitted later.

The Committees have now completed this task and I am forwarding copies of their full Reports herewith.

Yours sincerely,

Soulbury.

The Rt. Hon. Ellen Wilkinson, M.P.,
Ministry of Education,
Belgrave Square,
S.W.1.

Letter from the Minister of Education to Lord Soulbury in reply.

8th October, 1945.

Dear Lord Soulbury,

I have to acknowledge the receipt of your letter of 31st August, with which you enclosed copies of the full Reports of the Burnham Committees on scales of salaries for teachers (*a*) in Primary and Secondary Schools, and (*b*) in Technical Colleges and Institutes, Art Colleges and Schools.

These scales were put forward to my predecessor, Mr. Butler, and were approved by him in March last, but the making of the Order under Section 89 (1) of the Education Act, 1944, to secure that the remuneration paid by Local Education Authorities to teachers should be in accordance with the approved scales, was deferred pending the receipt of the Committees' full and final Reports.

I have considered the Reports and am now able to inform you that I approve the detailed recommendations which have been framed with effect for three years from the 1st April, 1945. The Reports will now be published as soon as possible and the necessary Order made.

I should add that my approval to the recommendations for allowances in respect of war service—Appendix II of the Reports—has been given only having regard to the limited period for which the Reports continue in operation, and it should be understood that I am in no way committed to approving the application of the recommendations made in this regard to teachers who may enter the profession thereafter.

May I take this opportunity to express to you, and, through you, to the members of the Committee, my gratitude for all the time and labour that you have together expended in bringing to a conclusion a task which I know has been both laborious and difficult.

Yours sincerely,

Ellen Wilkinson.

The Rt. Hon. Lord Soulbury, O.B.E., D.L., M.C.,
Kingswood,
Heath,
Near Leighton Buzzard.

APPENDIX I

SERVICE RECOGNISED FOR THE PURPOSES OF SECTION 13 (a) (i) OF THIS REPORT

I.—Types of Service

1. (*a*) Teaching service in the following classes of educational institutions, grant-aided or recognised as efficient, in England and Wales, and the corresponding institutions in Scotland, the Isle of Man, Guernsey and Jersey:—

Institutions to which this Report relates;
Primary Schools;
Public Elementary Schools;
Certified Efficient Elementary Schools in England and Wales;
Special Subjects Centres;
Special Schools (both Day and Boarding and Institutions certified under the Mental Deficiency Act, 1913 (including State Institutions established and maintained by the Board of Control);
Nursery Schools and Classes, War-time Nurseries and Nursery Classes; Residential Nurseries;
Secondary Schools;
Junior Technical, Commercial and Housewifery Schools; Junior Art Departments;
Preparatory Schools;
Pupil Teacher Centres;
Universities, University Colleges and Training Colleges;
Public Assistance Schools (formerly called Poor Law Schools);
Approved Schools (formerly called Reformatory and Industrial Schools);
Junior Instruction Centres;
Ministry of Labour Training Centres;
Schools of Nautical Training.

(*b*) Similar service:—

(i) In other schools or institutions within the British Empire, or in Egypt, which the Local Education Authority, after making full inquiries, are satisfied may properly be regarded as of equivalent standard (for this purpose the Mandated Areas are regarded as within the British Empire);

(ii) rendered overseas by teachers employed by Local Education Authorities in England and Wales who proceed to the Overseas Dominions, States and Provinces, or to a foreign country under the interchange arrangements approved by the Ministry;

(iii) in any school in a foreign country maintained primarily for the education of the children of British subjects which the Ministry of Education have approved for the purpose of this paragraph;

(iv) in any school or institution in a foreign country which is shown to the satisfaction of the Ministry of Education to be a school in which it is expedient to facilitate the employment of British teachers.

(*c*) Teaching service in Naval, Marine and Dockyard Schools and as Instructor Officer or Schoolmaster R.N.; and in Royal Air Force Educational Institutions.

(*d*) (i) Teaching service in Army Schools for soldiers' children in any part of the world; and service in connection with the academic part of the instruction given in the following institutions controlled by the Army Council:—

Boys' Technical School, Beachley Camp, Chepstow;
School of Electric Lighting, Stokes Bay;
Artillery College, Woolwich;
School of Military Engineering, Chatham;
Signal Training Centre, Maresfield;
Royal Tank Corps Training Centre, Bovington Camp;
Royal Army Ordnance Corps School of Instruction, Hilsea.

(ii) Teaching service in the Army Educational Corps or as Education Officer in the Royal Air Force.

(*e*) (i) A year spent under the Ministry of Education Scheme or similar Scheme under the Board of Education in the capacity of Assistant (Assistante) or Répétiteur (Répétitrice) in France, or the equivalent capacity in another foreign country;

(ii) A second year similarly spent in a different foreign country;

provided that no such period has been taken into account for the purpose of Training Addition under Section 4 (*b*), Section 7 or Section 9.

(*f*) Other teaching service approved by the Burnham Committee for the purpose.

APPENDIX I—*continued.*

2. Service which has been accepted by the Ministry as that of an Organiser under Section 14 of the Teachers (Superannuation) Act, 1925, or Section 2 of the Teachers (Superannuation) Act, 1945.

3. Time spent in industry or commerce or in professional or research work after the age of 21 years where likely to be of value to the teacher in the performance of his/her duties may be approved by the Local Education Authority in its discretion, and if so approved, shall be counted as equivalent to teaching service provided that not more than ten years shall be so counted.

II.—General

1. Service in a School in the period prior to the date of its recognition as efficient by the Ministry is accepted under Section 13 (*a*) (i) of this Report provided that the School was not decided by the Ministry to be inefficient during the period in question.

2. *Part-time Teaching Service.*—In calculating the salary of a Teacher a proportionate increment may be given for previous part-time teaching service (e.g., one increment for two years' half-time teaching service), subject to the condition that, where part-time teaching was concurrent with other service or experience which can be counted for increment, not more than one increment on the appropriate scale can, in the aggregate, be given in respect of a year of a Teacher's life.

3.—(i) The following are examples of service not accepted as service for increment purposes:—

(*a*) Service as Supplementary Teacher.

(*b*) Service of Temporary Teachers in War-time Nurseries, War-time Nursery Classes and Residential Nurseries rendered prior to the date of their approval by the Ministry in that capacity.

(*c*) Service under the age of 18 years.

(*d*) Foreign service (i.e., service outside the British Empire) except as provided for in paragraph I. 1 (*b*) and I. 1 (*e*) above.

(*e*) Service as Private Tutor.

(*f*) Teaching under supervision (e.g. Student Teacher and Pupil Teacher).

(ii) Absences on leave without pay do not count as service.

4. *Aggregation of periods of service for increment purposes.* The following arrangements shall apply:—

(i) The complete calendar months will be totalled; and

(ii) The odd days at the beginning and end of the period of service where the service included a complete calendar month and all the days of service where it did not will be aggregated.

In order to equate odd days to months of service the sum of all the aggregates in (ii) for the whole of the teacher's service which is taken into account for increment purposes will be divided by 30. The quotient will be taken as a number of complete months, and the remainder will count as one month, or will not count according as it is 15 days or over, or less than 15 days.

In the case of teachers paid at daily rates service continuing on both sides of the week-end will be regarded as including the week-end, but the school vacations will not be included unless the teacher has a continuous engagement. Neither the incidence of a financial year nor a change of employment is regarded as affecting the continuity of service which otherwise runs continuously.

APPENDIX II

WAR SERVICE RECOGNISED FOR THE PURPOSE OF SECTION 13 (a) (ii) OF THIS REPORT

I.—War service during the war beginning in 1939

1. War service of the following kinds shall be reckoned as equivalent to teaching service:—

(*a*) Service in any of the naval, military and air forces of the Crown.

(*b*) Service which the Ministry considers may properly be treated for the purpose of the Teachers Superannuation (War Service) Act, 1939, in the same manner as service in those forces.

APPENDIX II—*continued.*

(*c*) A period of disablement, not exceeding three years, provided that satisfactory evidence is produced that the teacher was unable to undertake teaching duties, or to complete his preparation for the teaching profession, owing to disabilities contracted as a result of war service.

2. War service as defined above shall be counted for increment at the rate applicable upon the scale for Assistants.

3. The following conditions are applicable in connection with the counting of war service for increment:—

(*a*) War service shall be deemed to include all service rendered by a teacher prior to 1st September, 1939, which, as from that date, became war service as defined in paragraph 1 above.

(*b*) If the total period spent in a two year full-time course of study or training for the teaching profession falls short of the normal period for that course, a corresponding deduction shall be made from the period of war service.

(*c*) Service before the age of 18 shall not be counted.

II.—War service in the previous war beginning in 1914

War service rendered by teachers during the previous war beginning in 1914 is recognised within the limits and under the conditions specified in Appendix V of the Burnham Reports of 1938.

APPENDIX III

APPROVED STUDY AND/OR TRAINING (Sections 4 (b), 7 and 9 of Report)

I

The following courses and periods of study and/or training*† have been approved by the Committee for the purposes of Sections 4 (*b*), 7 and 9 of this Report:—

1. Entitling a teacher to the addition of one increment.

(i) Three-year courses at Training Colleges leading to the status of Qualified Teacher.‡

(ii) Two-year courses at Training Colleges leading to the status of Qualified Teacher supplemented by a recognised third-year course.

(iii) Three-year courses at the following Physical Training Colleges:—

Chelsea Physical Training College ... ... (Courses commenced 1909 or later)
Anstey Physical Training College ... ...
Dartford Bergman Osterberg Physical Training College } (Courses commenced 1919 or later)
Bedford Physical Training College ... ...
Liverpool Physical Training College ... ... (Courses completed 1940 or later)
Nonington College of Physical Education.

(iv) Three years' full-time study at a University, University College or Technical College, resulting in the award of a Degree or equivalent qualification accepted under Section 12 of this Report; or two years' full-time study at a University, University College or Technical College, resulting in the award of a Degree, followed by a further year of post-graduate study, advanced work or research in the same Institution or under the supervision of an Institution of similar standing.

(v) Three years' full-time study resulting in the award of the Diploma or Certificate of a Technical College accepted by the Committee for this purpose.

(vi) Three years' full-time study resulting in the award of a National Diploma.

(vii) Three years' full-time study spent in obtaining one of the qualifications specified in Section 12 of this Report.

---

* An extension of a shorter course by reason of the repetition of some part of it is not accepted.

† The following may be counted in the same way as a year of training for the purpose of this increment:—

(*a*) A year spent under the Ministry of Education Scheme or similar Scheme under the Board of Education in the capacity of Assistant (Assistante) or Répétiteur (Répétitrice) in France, or the equivalent capacity in another foreign country.

(*b*) A year's course at the "Ecole de Préparation de Professeurs de Français á l'Etranger" of the University of Paris.

‡ The following courses do not qualify for the increment:—

(i) The three-year course provided at some Training Colleges in preparation for the Teacher's Certificate of the National Froebel Union or Foundation.

(ii) A three-year course under Article 25 (*a*) of the Scottish Training Regulations.

APPENDIX III—*continued.*

2. Entitling the teacher to the addition of two increments

(i) Three years (or the equivalent) in study at a University or University College or Technical College resulting in the award of a Degree, with the satisfactory completion of one year (or the equivalent) of training in teaching.§

(ii) Four years' full-time study at a University, University College or Technical College resulting in the award of a Degree or Diploma in cases where the normal period of the course is four years; or a period of full-time study at a University, University College or Technical College resulting in the award of a Degree or Diploma, followed by post-graduate study, advanced work or research in the same Institution or under the supervision of an Institution of similar standing and amounting in the aggregate to not less than four years.

(iii) Two-year courses at Training Colleges leading to the status of qualified teacher, supplemented by a recognised two-year course resulting in the award of a Degree.

(iv) Four years' full-time study spent in obtaining one of the qualifications specified in Section 12 of this Report.

3. Entitling the teacher to the addition of three increments

Four years' full-time study at a University, University College or Technical College resulting in the award of a Degree or Diploma in cases where the normal period of the course is four years, together with a recognised one-year course of training in teaching; or a period of full-time study at a University, University College or Technical College resulting in the award of a Degree or Diploma, followed by post Graduate study, advanced work or research in the same Institution or under the supervision of an Institution of similar standing and amounting in the aggregate to not less than five years.

4. Special provisions in regard to shortened or accelerated courses

Where owing to war conditions a course of any of the types mentioned above has been compressed into a period of less than three or four years respectively there shall be allowed in respect of each period of one term by which the duration of such course exceeds two or three calendar years respectively one-third of the appropriate increment.

II

Alternative courses of study and/or training

1. Courses similar in duration and otherwise equivalent to those referred to in I above, whether completed in England and Wales or elsewhere, may also be accepted. In the case of such courses reference should in the first instance be made to the Ministry of Education.

2. Other courses of study and/or training may also be accepted if they are of such a duration and character as are desirable for full-time teachers under this Report and are approved by the Burnham (Technical) Committee for the purpose.

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§ (*a*) The words "or the equivalent" refer to a concurrent four years' course of training in teaching and study for a degree.

(*b*) Training in teaching which preceded, as well as that which followed a full-time course of study for a degree, is accepted for this purpose.

APPENDIX IV

Scale Salary* for Each Year of Service

Scales for Assistants

Years	Men	Women
	£	£
0	300	270
1	315	282
2	330	294
3	345	306
4	360	318
5	375	330
6	390	342
7	405	354
8	420	366
9	435	378
10	450	390
11	465	402
12	480	414
13	495	420
14	510	
15	525	

Scales for Senior Assistants

Years	Men	Women
	£	£
0	600	480
1	625	500
2	650	520
3	675	540
4	700	560
5	725	580
6	750	600

Scales for Departmental Heads

Years	Men				Women			
	(i)	(ii)	(iii)	(iv)	(i)	(ii)	(iii)	(iv)
	£	£	£	£	£	£	£	£
0	600	750	900	over	480	600	720	over
1	625	775	925	1,000	500	620	740	800
2	650	800	950		520	640	760	
3	675	825	975		540	660	780	
4	700	850	1,000		560	680	800	
5	725				580			
6	750				600			

* Excluding any additions for which the teacher is eligible under the provisions of Sections 4 (*b*) and (*c*), 5, 7, 9 and 11 of this Report.

INDEX

§ Refers to a Section of the Report.

Paragraphs of the Appendices are indicated by para.

Subject	Reference: Section, etc., of Report	Reference: Page
A.		
Absence without Pay	App. I II para. 3 (ii) ...	16
Accelerated Courses	App. III para. 4	18
Additions to the Scales :—		
For Assistants	§ 4 (*b*) (*c*)	4, 5
For Heads of Departments	§ 9	8
For Senior Assistants	§ 7	7
For Teachers in the London Area	§ 11	8
Aggregation of Periods of Service	App. I II para. 4	16
Allowances over and above Scale Salary	§ 5	5
Annual Increments	Note (3)	4
Approved Schools—Service in	App. I I para. 1 (*a*) ...	15
Architectural Qualification equivalent to a Degree	§ 12 (*a*)	9
Army Educational Corps—Service in	App. I I para. 1 (*d*) (ii) ...	15
Army Schools—Service in	App. I I para. 1 (*d*) (i) ...	15
Art Qualifications equivalent to a Degree	§ 12 (*b*)	9
Art Teachers Diploma	§ 12 (*b*) (i)	9
Assistant (e), Year in France or other Foreign Country :—		
As Service	App. I I para. 1 (*e*) ...	15
As Training	App. III Note † (*a*) ...	17
Assistants :—		
Additions to Scales	§ 4 (*b*) (*c*)	4, 5
Scales for	§ 4 (*a*) and App. IV ...	4, 19
Associateships entitling Teachers to be classed as Graduates.	§ 12	10, 11
B.		
B ès L. or B ès Sc., teachers holding...	Note (7) (*b*)	5
Breaks in Service	§ 15 (*b*)	12
British Empire—Service in	App. I I para. 1 (*b*) (i) ...	15
Burnham Technical Committee, Constitution of ...	§ 1 (*a*)	3
C.		
Certified Efficient Elementary Schools—Service in	App. I I para. 1 (*a*) ...	15
Colliery Managers Certificate	§ 12 (*g*)	11
Colonial Service	App. I I para. 1 (*b*) (i) ...	15
Commercial Experience	App. I I para. 3	16
Committee of Reference	§ 18	13
Constitution of Burnham Technical Committee ...	§ 1 (*a*)	3
Correct Position, Calculation of	§ 13	11
D.		
Date of Application of Scales	§ 17	13
Degree Equivalents	§ 12	9
Degrees—Additional Increments for	§ 4 (*c*)	5
Departments—Recognition as and Grading of ...	§ 8 (*a*)	7
Disablement after War Service	App. II I para. 1 (*c*) ...	17
Dockyard Schools—Service in	App. I I para. 1 (*c*) ...	15
"Doctorat" Degrees (France)	§ 12 (*c*) (i)	10
Dominion Service	App. I I para. 1 (*b*) (i) ...	15
Duration of Scales	§ 17	13

INDEX—*continued.*

§ Refers to a Section of the Report.

Paragraphs of the Appendices are indicated by para.

Subject	Reference: Section, etc., of Report	Page
E.		
Egypt, service in	App. I I para. 1 (*b*) (i) ...	15
Empire, service in Schools in British	App. I I para. 1 (*b*) (i) ...	15
Equivalents to a Degree	§ 12	9
Existing Teachers, Salaries of	§ 16	12
Extra First Class Engineer's Certificate	§ 12 (*g*)	11
Extra Master's Certificate of Competency	§ 12 (*g*)	11
F.		
Foreign Languages. *See* Modern Languages.		
Foreign Service	App. I I para. 1 (*b*) (ii) (iii) (iv) and II para. 3 (1) (*d*).	15 16
Froebel Teachers' Certificate, 3 years training for ...	App. III Note ‡ (1) ...	17
G.		
Graduates :—		
Additions for	§ 4 (*c*)	5
Definition of	§ 4 (*c*) Notes (5) (6) and (7)	5
Qualifications recognised as Equivalent to a Degree.	§ 12	9
Guernsey, service in	App. I I para. 1 (*a*) ...	15
H.		
Heads of Departments :—		
Additions to Scales	§ 9	8
Correct position on Scale	§ 13 (*c*)	12
Definition of	§ 8 (*b*)	7
Scales for	§ 9 and App. IV	8, 19
I.		
Incremental Date	§ 15	12
Increments, withholding of	§ 14	12
Industrial Experience	App. I I para. 3	16
Industrial Schools, service in	App. I I para. 1 (*a*) ...	15
Institutions Certified under the M.D. Act 1913, service in.	App. I I para. 1 (*a*) ...	15
Interchange of Teachers	App. I I para. 1 (*b*) (ii) ...	15
J.		
Jersey, service in		
Junior Art Departments, service in		
Junior Instruction Centres—Service in ...	App. I I para. 1 (*a*) ...	15
Junior Technical, Commercial and Housewifery Schools, service in		
L.		
Lampeter St. Davids College	Note 5 (*b*)	5
Leave without Pay	App. I II para. 3 (ii) ...	16
Licence es Lettres	§ 12 (*c*) (1)	10
L.L.A. St. Andrews	Note (7) (*a*)	5
London Area :—		
Additional Payments for Teachers in	§ 11 (*a*)	8
Definition of	§ 11 (*b*)	9

INDEX—*continued.*

§ Refers to a Section of the Report.

Paragraphs of the Appendices are indicated by para.

Subject	Reference	
	Section, etc., of Report	Page
M.		
Man, service in Isle of...	App. I I para. 1 (*a*) ...	15
Mandated Areas, service in	App. I I para. 1 (*b*) (1) ...	15
Marine Schools, service in	App. I I para. 1 (*c*) ...	15
Migrant Teachers, calculation of salary of ...	§ 15 (*b*)	12
Ministry of Labour Training Centres, service in ...	App. I I para. 1 (*a*) ...	15
Modern Languages, Qualifications equivalent to a Degree.	§ 12 (*c*)	10
Music, Qualifications equivalent to a Degree ...	§ 12 (*e*)	10
N.		
National Diploma, study for	App. III para. 1 (vi) ...	17
Nautical Training, service in Schools of	App. I I para. 1 (*a*) ...	15
Naval Schoolmaster, service as	App. I I para. 1 (*c*) ...	15
Naval Schools, service in	App. I I para. 1 (*c*) ...	15
Nursery Schools and Classes, service in	App. I I para. 1 (*a*) ...	15
O.		
Officers in H.M. Forces, Course of Training accepted as equivalent to training for a Degree.	§ 12 (*g*)	11
Organiser, service as	App. I I para. 2	16
Overseas Service	App. I I para. 1 (*b*) ...	15
P.		
Part-time Service	App. I II para. 2	16
Physical Training Colleges, courses approved for training addition.	App. III para. 1 (iii) ...	17
Poor Law Schools, service in	App. I I para. 1 (*a*) ...	15
Post-Graduate Study	App. III paras. 1 (iv), 2 (ii) and 3.	17, 18
Preparatory Schools, service in	App. I I para. 1 (*a*) ...	15
Primary Schools, service in	App. I I para. 1 (*a*) ...	15
Principals, salaries of	§ 10	8
Private Tutor, service as	App. I II para. 3 (1) (*e*) ...	16
Professional Societies, Associateships of	§ 12 (*f*)	10
Professional Work	App. I I para. 3	16
Protection of Salaries of " Existing Teachers " ...	§ 16	12
Public Assistance Schools, service in	App. I I para. 1 (*a*) ...	15
Public Elementary Schools, service in	App. I I para. 1 (*a*) ...	15
Pupil Teacher, service as	App. I II para. 3 (i) (*f*) ...	16
Pupil Teacher Centres, service in	App. I I para. 1 (*a*) ...	15
Q.		
Qualifications entitling a teacher to be classed as a Graduate.	§ 12	9
R.		
R.A.F. Education Officer, service as	App. I I para. 1 (*d*) (ii) ...	15
R.A.F. Educational Institutions, service in... ...	App. I I para. 1 (*c*) ...	15
Reference Committee	§ 18	13
Reformatory and Industrial Schools, service in ...	App. I I para. 1 (*a*) ...	15

INDEX—*continued.*

§ Refers to a Section of the Report.

Paragraphs of the Appendices are indicated by para.

Subject	Reference: Section, etc., of Report	Reference: Page
R.—(*continued*).		
Repetiteur, year in France or other Foreign Country :—		
As Service	App. I I para. 1 (*e*) ...	15
As Training	App. III Note † (*a*) ...	17
Research Work	App. I I para. 3 and App. III paras. 1 (iv), 2 (ii) and 3.	16, 17, 18
Residential Nurseries, service in	App. I I para. 1 (*a*) ...	15
R.N. Instructor Officer or Schoolmaster, service as...	App. I I para. 1 (*c*) ...	15
S.		
Scales for :—		
Assistants	§ 4 (*a*) and App. IV ...	4, 19
Heads of Departments	§ 9 and App. IV	8, 19
Principals	§ 10	8
Senior Assistants	§ 7 and App. IV	7, 19
Science and Technology, Qualifications equivalent to a Degree.	§ 12 (*d*)	10
Scotland, service in	App. I I para. 1 (*a*) ...	15
Scottish Training Regulations, 3-Year Course under Article 25 (*a*).	App. III Note ‡ (ii) ...	17
Secondary Schools, service in	App. I I para. 1 (*a*) ...	15
Senior Assistants :—		
Additions to Scales	§ 7	7
" College " Establishment of	§ 6	6
Correct position on Scale	§ 13 (*b*)	12
Scales for	§ 7 and App. IV	7, 19
Service :—		
Aggregation of periods of	App. I II para. 4	16
Counted for Increments	§ 13 and App. I	11, 15
Equivalent to Teaching Service	App. I I para. 3	16
Not counted for Increments	App. I II para. 3	16
Part Time	App. I II para. 2	16
Shortened Courses	App. II I para. 3 (*b*) and App. III para. 4.	17, 18
Special Schools, service in	App. I I para. 1 (*a*) ...	15
Special Subjects Centres, service in	App. I I para. 1 (*a*) ...	15
State Institutions under Board of Control, service in	App. I I para. 1 (*a*) ...	15
Student Teacher, service as	App. I II para. 3 (1) (*f*) ...	16
Study, additions for. *See* Training.		
Supplementary Teacher, service as	App. I II para. 3 (1) (*a*) ...	16
T.		
Teachers covered by the Report	§ 3	4
Technological Qualifications equivalent to a Degree	§ 12 (*d*)	10
Training :—		
Accelerated Courses	App. III para. 4	18
Additions for	§§ 4 (*b*), 7, 9 and App. III...	4, 7, 8, 17
Shortened Courses	App. II I para. 3 (*b*) and App. III para. 4.	17, 18
Year in France or other Foreign Country ...	App. III Notes † (*a*) (*b*) ...	17
Training Colleges, service in	App. I I para. 1 (*a*) ...	15

INDEX—*continued.*

§ Refers to a Section of the Report.

Paragraphs of the Appendices are indicated by para.

Subject	Reference	
	Section, etc., of Report	Page
U.		
Uniform Incremental Date	§ 15 (*a*)	12
Universities and University Colleges, service in ...	App. I I para. 1 (*a*) ...	15
Unsatisfactory Service	§ 14	12
W.		
War Allowance, Protection of	§ 16 (*b*)	12
War Service :—		
In War beginning in 1939	§ 13 (*a*) (ii) and App. II I	11, 16
In War beginning in 1914	§ 13 (*a*) (ii) and App. II II	11, 17
Wartime Nurseries and Classes, service in	App. I I para. 1 (*a*) and I II para. 3 (1) (*b*).	15, 16
Whitworth Scholarship	§ 12 (*d*) (*v*)	10
Withholding of Increments	§ 14	12

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